

Community Action Agency Advisory Board (CAAAB) Meeting Minutes January 23, 2020

ITEM		ACTION			FOLLOW-UP	
ocation: Charlotte C	County	Human Services, Loveland	Time: 3:00 p.m. –	5:00p.m.		
Facilitators: Colleen K. Turner, Secretary/Staff		Recorder: Colleen K. Turner, Secretary/Staff				
Attendees:		Agency:	Attendees:		Agency:	
Brian Armen	E	Faith-Based Leader	Cara Reynolds	E	Charlotte County School Board	
Joseph Tiseo	Р	Board of County Commissioners	Robin Roleson	Р	CareerSource of Southwest FL	
ynn Dorler	Р	Boys and Girls Club	Phil Wickstrom	Р	City Manager's Office	
Michael Haymans	E	Attorney-At-Law	Paula Wilman	Р	Punta Gorda Housing Authority	
Dianne Munson	Р	Community Advocate	Martha Bireda	Р	Representing the Low Income	
Paul Polk	Р	County Property Appraiser	Angela Hogan	Р	Community at Large	
Colleen K. Turner	S	Charlotte County Human Services	Katie Scott	S	Charlotte County Human Services	
Carrie Walsh	S	Charlotte County Human Services	Althea Connor	S	Charlotte County Human Services	
Deedra Dowling	S	Charlotte County Human Services	Theresa Lewis	S	Charlotte County Human Services	
Konen Todd	G	Center Place Health			·	
. Welcome and Roll Call	In ch	the absence of the Chairman and delayed airman, the meeting was called to order by trner. A quorum was established.				
. Public Input	No	one				
Approval of November 2019 CAAAB Meeting Minutes	as un	The November 2019 minutes of the CAAAB meeting were approved, as presented, by motion of Paula Wilman, second by Lynn Dorler and unanimous vote.			vill post on CCHS website, CAAAB page	
FOCAS-Q and Quarterly Summar of Services (Q1)	y the sp <i>by</i>	The FOCAS-Q (Q1) report was reviewed, with highlights provided in the quarterly summary of services report. After some discussion on specific points in the reports, the report was approved, as presented, by motion of Commissioner Joe Tiseo, second by Paula Wilman and unanimous vote.				

5. B	By-laws	** At the conclusion of the regular agenda, it was suggested that the issue of additional funds for the Family Housing Assistance (FHA) program for housing stability be addressed. The CAAAB instructed staff to submit a letter of support, signed by the chairman, for the restoration of the FHA program fund to the \$50,000 level to the BOCC by motion of Angela Hogan, second by Lynn Dorler and unanimous vote. ** The amended by-laws were approved, as presented 5 days in	Colleen will submit the by-laws on the 2/25/2020
Α	Amendment	advance, by motion of Paula Wilman, second by Dianne Munson and unanimous vote.	BOCC Consent Agenda for approval.
C	Family Services Center Tenancy Recommendation	The ad hoc committee received 8 applications (and one letter of interest) for co-location and integration in the FSC Phase I and conducted independent review and scoring of each completed application. On 1/23/2020, the ad hoc committee discussed their individual scores and reviewed the cumulative scoring matrix for comparison purposes. Discussion led to a conclusion that direct service providers working with youth and families was the priority for phase I integration and made a formal recommendation to the CAAAB for further staff consideration of: Boys and Girls Club; Charlotte Behavioral Health Care; Drug Free Charlotte; Healthy Families; and Jewish Family and Children's Services for recommendation to the BOCC for integration. The ad hoc committee recommendation was accepted by the CAAAB by motion of Commissioner Joe Tiseo, second by Paula Wilman, abstention from Lynn Dorler and Angela Hogan (applicants) and unanimous vote of remaining members.	Staff will convene a meeting of recommended applicants in short order to begin the process of negotiating terms of co-location and integration and further evaluating for final recommendation to BOCC in or around May 2020. Updates will be provided regularly.
a A	Community Health and Needs Assessment CHNA) Update	Staff shared that the final needs prioritization meeting held on 1/17/2020 resulted in a top 5: child abuse and neglect (we're 3 rd in the State); behavioral, social and emotional health and well-being (including trauma services and workforce issues); healthcare (access, cost and workforce issues); environment; and aging issues. Identified priority issues will be further addressed by Healthy Charlotte, the CAAAB, Together Charlotte and other community boards and committees. The CHNA will be presented with a "call to action" at the GCP/Together Charlotte community breakfast on 2/20/2020. CAAAB members are encouraged to attend. Tickets are \$25 per person.	
	Organizational Standards Update	An annual desk review of compliance with the CSBG org standards was conducted by the Department of Economic Opportunity in	

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	December 2019 with a report of 100% compliance. In the exercise of	
	gathering the materials for submission, it was determined that the	
	most recent strategic plan for the department was very internally	
	focused and that with the near completion of the needs assessment	
	and the timing of the department's upcoming strategic planning work,	
	a customer-focused approach will be taken to examine programs and	
	determine the most appropriate alignment of resources.	
9. Department	Staff shared the most current table of organization for the department	•
Updates	and the changes being made to promote greater focus on target	
	populations (families with children and aging and disabled adults) to	
	ensure the proper alignment of resources. Intake Services becomes	
	a division of its own, providing intake for the department (and in the	
	future, Family Services Center partner agencies), 211 information	
	and referral, short-term interventions for households in acute financial	
	crisis, etc Neighborhood Services takes a more focused approach	
	to serving youth and families to promote child well-being and family	
	self-sufficiency and administer housing/homelessness prevention	
	services. Senior Services becomes Aging and Adult Services to	
	include services to disabled adults and administer the Jail Reentry	
	program. A Lead Case Manager will coordinate the case	
	management programs and connections to community partners. And	
	a Grants Analyst is now on staff to seek funding opportunities to	
	identify and obtain resources to address unmet needs and broaden	
	the scope of services offered. The CAAAB is being invited to	
	participate in these developments in offering guidance and planning	
	through the creation of two sub-committees that specialize in: youth	
	and family services; and aging and adult services. A request from	
	staff in writing will be prepared for the March 2020 meeting.	
	Suggestions for member recruitment for nominations to represent the	
	low-income community were sought.	
10. Member Comments	** Commissioner Tiseo requested that we return to item #4 and	
10. Wellber Comments	address the need for funding to meet increasing housing stability	
	needs. **	
	Lynn Dorler shared that VITA Day is 2/8 10am to 3pm at the Family Sarvings Center (through the United Way). They are	
	Family Services Center (through the United Way). They are	
	currently scheduling appointments. Spread the word. He shared	
	thanks for the work on the FSC design.	
	Dianne Munson shared that Florida Frontier Days are 2/28-29 at	
	the History Park on Shreive Street in Punta Gorda.	

	 Phil Wickstrom apologized for being late. He shared that the City of Punta Gorda is recruiting for a new City Manager. Commissioner Tiseo shared his thoughts on the work of the CAAAB. He stated that he specifically asked to continue on this board when committee assignments were recently made, as he feels it is a core responsibility to ensure the health, welfare and well-being of the community. He was thanked for his advocacy. Robin Roleson noted that there are lots of jobs available and encouraged partners to refer people to Career Source SWFL for employment assistance. Angela Hogan reminded everyone about the GCP/Together Charlotte community breakfast on 2/20/2020 where community leaders/business, including Solaris, EuroWall, Career Source SWFL, and "Deputy Lou" will be recognized for their contributions. 	
11. Adjournment	There being no further business, the meeting was adjourned. The next CAAAB meeting will be held on March 26, 2020 at 3:00 pm. The location is anticipated to be the Cultural Center, which will be confirmed once secured. This will be a meeting in the community for the purpose of the democratic nomination and election of a representative of the low-income community to serve on their behalf.	Proper notice will be made.